



CITY OF SAN JOSÉ, CALIFORNIA

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CIVIL SERVICE COMMISSION

Bill Brill, Chair
Sharon L. Hightower, Vice Chair
Dave Busse
Richard J. Giovannetti
Leon Louie

SYNOPSIS CIVIL SERVICE COMMISSION

TO ARRANGE AN ACCOMMODATION UNDER THE AMERICANS WITH DISABILITIES ACT TO PARTICIPATE IN THIS PUBLIC MEETING, PLEASE CALL (408) 277-4429 OR (408) 998-5299 (TTY) AT LEAST 48 HOURS BEFORE THE MEETING.

Agenda Closing 12:00 Noon Wednesday
Eight Days before Commission Meeting

4:00 P.M. ORDER OF BUSINESS April 3, 2003

THE CIVIL SERVICE COMMISSION MEETS ON THE FIRST THURSDAY OF EACH MONTH IN THE CITY COUNCIL CHAMBERS, SECOND FLOOR OF CITY HALL

ROLL CALL

Present: Commissioners Busse, Giovannetti, Hightower, Louie and Brill
Absent: None

ORDERS OF THE DAY UNANIMOUSLY ADOPTED

CONSENT CALENDAR UNANIMOUSLY ADOPTED

1. Information Only
 - a. Hiring Summary – Memorandum from Employee Services Department (ES) dated March 25, 2003 listing complaints about hiring issues and a summary of hiring activity for the period June 7, 2002 through March 15, 2003, was filed.
2. Minutes of February 6, 2003 were approved.

3. Employee Services Department report dated March 26, 2003 listing the following amendments to the classification plan, was filed.

- a. Reallocations of Positions

00013177 Maintenance Manager (3119) (formerly Operations Manager (3776)) Transportation

00005639 Library Assistant (6221) (formerly Library Asst. Specialist (7221)) Library

00013715 Assoc Structure/Landscape Designer (3855) (formerly Assoc Bldg Proj Spec (3847)) Airport

00013815 Assoc Structure/Landscape Designer (3855) (formerly Assoc Bldg Proj Spec (3847)) PW

END OF CONSENT CALENDAR

4. Hearings scheduled:

- a. Hearing of appeal of dismissal of Dave Everly, Associate Engineer (12506) was scheduled for April 23, 2003 at 7:00 p.m. Last day to hear without time waiver: 4/25/03. It was noted appellant was not present due to illness but had contacted commission secretary to ask that hearing be scheduled in his absence. (Hopper/Everly)

5. MEF President Bill Pope's verbal request to investigate revised and retitled class specification Community Services Aide PT (6017) formerly titled Recreation Aide PT. Employee Services indicated positive results from the stakeholder's meeting held recently per Commission recommendation and the intent to hold one additional meeting prior to reporting back to the Commission at next month's meeting. (Continued to May 1, 2003)

6. Loi P. Trinh's request for investigation of wrongful termination from Public Works Department. The Commission unanimously declined to take action on this matter.

7. Employee Services Department update report on employee extensions and terminations during probationary periods. Employee Services reported the requested updated findings relating to extensions and terminations during probationary periods noting the data reflects information covering the past two calendar years.

8. Update on Civil Service Reform Task Force final status report. Employee Services presented the final status report on the Civil Service Reform efforts as the revised Civil Services Rules were fully endorsed by all involved bargaining groups and approved by City Council on March 18, 2003.

ORAL PETITIONS

None.

ADJOURNED at 5:15 p.m. to meet again on April 10, 2003 at 6:30 p.m. to consider the appeal of suspension of Oscar Peterson, Facility Attendant.